Imperial Calcasieu Human Services Authority

Governance Board Meeting

3505 5th Avenue, Suite B

Lake Charles, Louisiana 70607

February 26, 2016 12:30 – 2:30 PM

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MINUTES

1. CALL TO ORDER

Doug Hebert, Chairperson called the meeting to order at 12:30pm noting that a quorum was present.

1. ROLL CALL
	1. Doug Hebert, appointed by Allen Parish
	2. Chris Stewart, appointed by Governor Jinal
	3. Gordon Propst, appointed by Calcasieu Parish
	4. Aaron LeBoeuf, appointed by Governor Jindal
	5. Christina Mehal, appointed by Jefferson Davis Parish
	6. Patti Farris, appointed by Beauregard Parish
	7. Corlissa Hoffoss, appointed by Governor Jindal

Absent: Susan Dupont, appointed by Cameron Parish

1. INTRODUCTION OF GUESTS

Doug Hebert welcomed guests and invited them to introduce themselves. See attached sign-in sheet.

1. APPROVAL OF MINUTES

Board members received January minutes prior to the meeting. Doug Hebert entertained a motion to approve the January minutes. Gordon Propst motioned and Aaron LeBoeuf seconded.

1. APPROVAL OF AGENDA

Doug Hebert announced there is a correction to be made to the agenda.

Beauregard Parish replacement for Ms. Patti Farris will be added under Board Monitoring.

VI. BOARD MONITORING

1. Policy Review
* Solicit Comments on ED performance

Tanya McGee informed the Board this is to begin the process of evaluating her performance. The Board was provided the overall three question evaluation form to complete and submit at the next board meeting. Board members were also reminded of the executive limitations evaluation form that is to be completed each time Tanya does an executive limitations report. Christina Mehal suggested completing the performance evaluation form prior to April’s executive session to discuss ED merit increase. Board members agreed.

Nikki James will compile all completed Executive Limitations forms and send to each Board member along with a performance evaluation form for Board members to complete and present at the April meeting.

Doug Hebert announced Patti Farris’s term has expired. Patti Farris introduced Ms. Betty Cunningham as a possible replacement for the Beauregard Parish. Doug Hebert made a resolution to submit a letter to Beauregard Police Jury to formerly request their consideration to appoint Ms. Cunningham to ImCal HSA Board. Request was unanimously approved.

VII. EXECUTIVE DIRECTOR REPORT

1. Executive Limitations
* Treatment of Consumers

Tanya reminded members the state OBH comes in and conducts on- site client satisfaction surveys. Tanya discussed the C’est Bon survey results for Lake Charles Behavioral Health Clinic. ImCal received the following report card:

* Access to services—B
* Appropriateness of services—A
* Outcome from receiving services—B
* Participation in treatment—A
* 95% of clients said they would continue to come to ImCal
* 100 % of clients said they would recommend ImCal to a friend

Disability Determinations (DD) implemented a survey form that is kept in the front lobby. Overall clients are pleased with DD services. One hundred percent of the clients who completed the survey stated ImCal staff was courteous, informative, helpful, prompt and efficient. The board was given a report which provided further details. Tanya reports no formal grievance has been filed during this fiscal year.

* Financial Condition & Activities

Paul Duguid reviewed the expenditure analysis summary which shows revenue coming in, including the various means of financing, state general fund, interagency transfer funds, self-generated revenue, as well as expenditures through January 2016. Paul stated ImCal is appropriated $7.9 million dollars for the fiscal year in state general funds. In November, ImCal had $100,000 cut to the budget and in February had another cut that was approximately $220,207. Paul stated ImCal’s self-generated revenue is improving. Paul also reviewed expenditures by cost center that breaks down in detail where the expenditures are by location.

Tanya McGee reminded members of the 10% reduction to state general funds last fiscal year in the amount of $800,000 dollars and an additional cut of $224,000 in GEMS reductions. ImCal absorbed those cuts without any reductions in service. ImCal is no longer able to absorb cuts without reducing services. The November cut, resulted in a reduction to the Pathways contract for Briscoe treatment center. The recent $220k cut, ImCal took funds from a vacant child psychiatry position and reduced family support funds from developmental disabilities. With the reduction to family support, ImCal has a freeze on all priority level’s 3 & 4. We are focusing on priority levels 1 & 2 (most severe cases). Paul re-iterated this decision was made to protect funds for the priority 1 & 2’s.

Tanya reports the legislature is currently in special session due to current budget deficit. DHH has created a best and worst case scenario. One of the biggest items on DHH’s worst case scenario plan is to close Moss/Memorial. Developmental Disability waivers are up for potential cuts. The special session is for FY16 so any cuts would be immediate and regular session which begins in a couple of weeks will include HB 1 for FY 17 budget. DHH advised ImCal to complete an exercise on how we would take a 24% reduction in FY 17. This equates to over two million dollars. Paul states this is a starting point going into regular session. At this time the 24% reduction could go up or down depending on the results of the legislative session.

Tanya states if the proposed reduction of 24% which is worst case scenario comes to fruition then ImCal would look at the following possible reductions:

* + Closure of Briscoe-residential substance abuse facility
	+ Reduction of services in Allen Parish to one day per week
	+ Eliminate Applied Behavioral Analysis Program in Allen Parish
	+ Eliminate Coalition Services Inc. contract
	+ Eliminate one contract position (in house Medicaid Application Center)
	+ Eliminate Behavioral Health Cash Subsidy program
	+ Eliminate 2 waiver positions
	+ Reduce funding for individual and family support program
	+ Termination of 3 leased offices on 5th Ave, ImCal HSA Admin and DD offices relocate into state building (Briscoe)

Tanya encouraged Board members to reach out to their local delegation and let them know how these cuts will effect services in the community.

1. Prescriber Contracts

Tanya reports ImCal has a reduction in psychiatry time due to the resignation of two psychiatrists. Some of the prescriber time has been filled with APRN’s. We continue to actively recruiting for psychiatrist time to replace the two vacant positions. We are trying to recruit Dr. Weber, a psychiatrist from Colorado that could potentially replace Dr. Hayes. Dr. Weber is willing to do some telepsyc services for ImCal under the contract with Dr. Hayes. Dr. Hayes’s current contract is for $233,000. If Dr. Weber comes on board this would increase Dr. Hayes’s contract to $258,000. Tanya is requesting approval from the board to hire Dr. Weber as any contract over $250,000 requires board approval. Doug Hebert entertained a motion to modify Dr. Hayes’ contract to $258,000. Chris Stewart motioned and Gordon Propst approved.

VIII. NEW BUSINESS

 There was no new business to be discussed.

IX. NEXT MEETING - March 15, 2016

X. ADJOURNMENT

 Meeting was adjourned at 1:54pm.